

CIMS HOW TO:

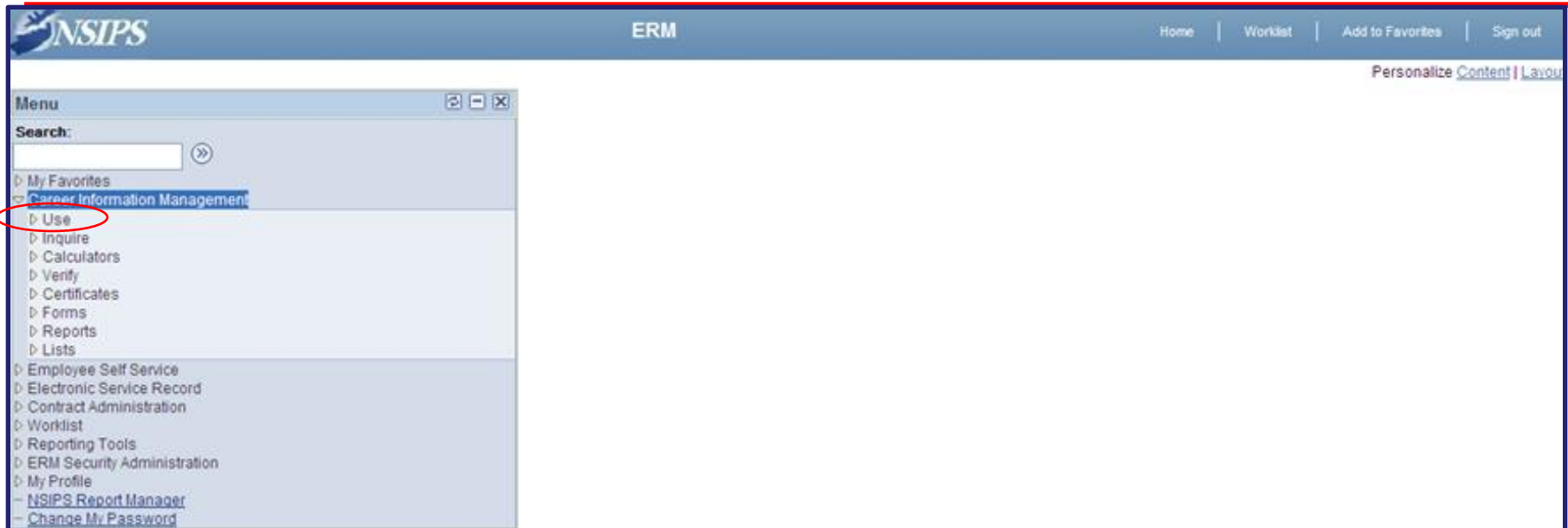
Entering training in CIMS



Navy Standard Integrated Personnel System



Entering training in CIMS



-Once logged into CCC account click on Career Information Management

-Click on USE

Entering training in CIMS



ERM

Home

Worklist

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-Click on Career Information Training

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Leave all the options blank for all members in UIC to populate.

Click on Retrieve Records

NSIPS

Menu

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Career Information Management

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CIMS Training

Retrieval Criteria

Required

Active/Reserve: Active

UIC: 55882 MILCOMMG T MILL

Officer/Enlisted: Enlisted

Optional

☐ CDT Member

☐ First Term

☐ Sponsors

[Retrieve Records](#)

New Values to Apply

☒ Sponsor Training

☐ CDTC

☐ FTSW

☐ RASW

Career Information Training Update

Rank/Rate	Name	Active/Reserve	UIC	Dept	Div	CDTC	FTSW	RASW	Sponsor Training	Select
YNCH		Active	55882	BUP3	32				03/11/2013	<input type="checkbox"/>
PS1		Active	55882	BUP3	32				03/11/2013	<input type="checkbox"/>
MAC		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
NCO		Active	55882	BUP3	32	01/01/2012			07/26/2012	<input type="checkbox"/>
ITSC		Active	55882	BUP3	32					<input type="checkbox"/>
MAC		Active	55882	BUP3	32					<input type="checkbox"/>
FTCH		Active	55882	BUP3	32					<input type="checkbox"/>
FCC		Active	55882	BUP3	32					<input type="checkbox"/>
NCO		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
EMO		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
MMO		Active	55882	BUP3	32					<input type="checkbox"/>
ADC		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
AWO		Active	55882	BUP3	32					<input type="checkbox"/>

Entering training in CIMS

- Select which members received training.
- Scroll to the bottom and click SAVE

Home | Worklist | Add

New Window | Pers

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Required
Active/Reserve: Active
UIC: 55882 MILCOMMG T MILL
Officer/Enlisted: Enlisted
Optional
CDT Member
First Term
Sponsors
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New Values to Apply
Sponsor Training
CDTC 04/22/2013
FTSW
RASW
Career Information Training Update
Personalize | Find | View All | First 1-27 of 27 Last

Rank/Rate	Name	Active/Reserve	UIC	Dept	Div	CDTC	FTSW	RASW	Sponsor Training	Select
YN CM		Active	55882	BUP3	32	04/22/2013			03/11/2013	<input checked="" type="checkbox"/>
PS1		Active	55882	BUP3	32				03/11/2013	<input type="checkbox"/>
MACM		Active	55882	BUP3	32	04/22/2013				<input checked="" type="checkbox"/>
PSC		Active	55882	BUP3	32	04/22/2013				<input checked="" type="checkbox"/>
NCC		Active	55882	BUP3	32	01/01/2012			07/26/2012	<input type="checkbox"/>
ITSCS		Active	55882	BUP3	32					<input type="checkbox"/>
MACM		Active	55882	BUP3	32					<input type="checkbox"/>
FTCM		Active	55882	BUP3	32					<input type="checkbox"/>
FCCM		Active	55882	BUP3	32					<input type="checkbox"/>
NCCM		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
EMCM		Active	55882	BUP3	32					<input type="checkbox"/>
PSC		Active	55882	BUP3	32					<input type="checkbox"/>
MMCS		Active	55882	BUP3	32					<input type="checkbox"/>
ADCS		Active	55882	BUP3	32					<input type="checkbox"/>

Save



Entering training in CIMS



- Questions please call NCC(SW/AW) Chris Kinstle-901-874-2533 or email christopher.kinstle@navy.mil